

SC DEPARTMENT OF CORRECTIONS

-JOB POSTING NOTICE (EOE)-

OPENING DATE: 03/17/15

CLOSING DATE: 03/26/15 (4:30 PM)

SCDC INTERNAL TITLE: CPL II

SCDC POSITION #: 012925

HOURS/WEEKLY: 040.00 SHIFT SCHEDULE: B1 WORK TIME: 0800 AM - 0800 PM

LOCATION: TYGER RIVER CORRECTIONAL INSTITUTION, ENOREE (SPARTANBURG) LEVEL 2

STATE JOB TITLE: CORRECTIONAL OFFICER II

STATE JOB CLASS: JD35

BAND: 04 SALARY RANGE \$ 026139 - \$ 048361

SPECIAL INCENTIVE: YES

LEVEL: B SALARY RANGE \$ 027191 - \$ 043047 SCEIS POSITION #: 61017379

STATE OF SC MINIMUM TRAINING AND EXPERIENCE REQUIREMENTS:

A HIGH SCHOOL DIPLOMA AND EXPERIENCE IN CORRECTIONAL,
SECURITY OR POLICE WORK.

AGENCY PREFERRED QUALIFICATIONS:

EIGHTEEN MONTHS EXPERIENCE IN CORRECTIONAL, SECURITY OR POLICE WORK.

INCUMBENT MUST SUCCESSFULLY COMPLETE BASIC CERTIFICATION TRAINING

AT THE S. C. DEPARTMENT OF CORRECTIONS TRAINING ACADEMY WITHIN SIX (6)

MONTHS OF ENTRY INTO THE POSITION.

DESCRIPTION OF DUTIES:

ASSISTS SERGEANT II IN EVALUATING OFFICER DUTY PERFORMANCE. PROVIDES

DIRECT SUPERVISION TO SUBORDINATE OFFICERS. REVIEWS REPORTS WRITTEN

BY OFFICER II AND TAKES APPROPRIATE ACTION. INVESTIGATES INMATE

COMPLAINTS AND TAKES APPROPRIATE ACTION. INSTRUCTS AND COUNSELS

OFFICERS CONCERNING DUTY REQUIREMENTS. INSTRUCTS AND COUNSELS INMATES

AS REQUIRED. RELIEVES SERGEANT II AS REQUIRED. MONITORS INMATE

MOVEMENT WITHIN THE INSTITUTION.

COMMENTS:

SHIFT/WORK SCHEDULE IS SUBJECT TO CHANGE.